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9 AUG 1956

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Chief, Management Staff

Chief, O&M Staff, (DD/P Area)

Area Weekly Report for Period 2 August Through 8 August 1956

1. Accomplishments**a. T/O's Processed**

	<u>Examiner</u>	<u>Control Number</u>	<u>Org. Element</u>	<u>No. Positions</u>
25X1A9A	_____	(1) MS-937	FE	2
		(2) MS-938	FE	4
		(3) MS-939	FE	1
		(4) MS-940	SR	1

b. Other

25X1A9A	_____	(1) MS-926	FE	1
		Was withdrawn by FE Division.		
25X1A9A	_____	(2) Completed draft of MS 6-34, DD/P Reports Management Program Study is being coordinated with Records Management Staff.		
		(3) Completed draft of MS 6-30, DD/P Forms Control Program Study is being coordinated with Records Management Staff.		

2. Current Assignment

	<u>Examiner</u>	<u>Project or Control Number</u>
25X1A9A	_____	(1) MS 6-44, Administrative Burden at Small Stations
		(2) MS 6-32, Follow-up on National Agency Name Check Project
		(3) MS-888, OC, Supplemental Programs Division T/O, _____

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	<u>Examiner</u>	<u>Project or Control Number</u>
25X1A9A	<input type="text"/>	(4) MS 6-42, CS Information Reports Distribution Analysis and Procedure.
25X1A9A	<input type="text"/>	(5) ES-1854, Cover Improvements for Staff Employees and Staff Agents Terminal Processing.
25X1A8A	<input type="text"/>	(6) MS-923, DD/I-FE, Establishment of Positions <input type="text"/> .
25X1A9A	<input type="text"/>	(7) MS-932, EE, Establishment of <input type="text"/> <input type="text"/> positions.
25X1A9A	<input type="text"/>	(8) MS-934, TSS, Realignment of FE T/O, <input type="text"/> Positions.
25X1A9A	<input type="text"/>	(9) MS 5-38, T/O System Analysis, Man- power Control.
25X1A9A	<input type="text"/>	(10) MS 6-46, DD/P Business Machines Facilities.

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